

**CONFIDENTIAL**

27 April 1971

## MEMORANDUM FOR CHAIRMAN, USIB

SUBJECT : Executive Secretary, USIB

✓ 1. NSCID No. 1 provides that the Executive Secretary of USIB shall be "appointed by the Director of Central Intelligence in consultation with the members of the Board."

✓ 2. In view of my forthcoming retirement, you may wish to make an announcement to the USIB Principals in executive session at an early Board meeting along the following lines:

25X1 [ ] is scheduled for retirement the end  
25X1 of May. I plan to appoint his present Deputy, [ ]  
[ ] who has served with the Secretariat for the past  
seven years, as the new Executive Secretary. I am  
also designating [ ] who is serv-  
ing in the USIB Secretariat and as Executive Secretary  
of the SIGINT Committee, to be Deputy Executive  
Secretary of the Board.

✓ 3. The official announcement specifying the effective date can be subsequently circulated by USIB memorandum.

4. Red White concurs in this suggestion.

[ ]  
Executive Secretary, USIB

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification